

IMPORTANT: Please ensure you retain this copy of the conditions for award and continue to refer to them throughout your candidature.

Conditions for Award 2018 UTS President's Scholarship (UTSP)

The UTS President's Scholarship (UTSP) is offered by the University to selected international students of exceptional research potential to undertake a Higher Degree by Research (**HDR**) at the University of Technology Sydney (**UTS**). The scholarship is provided to assist with general living costs.

The duration of a full-time UTSP is three years for a doctoral candidate and two years for a master's research candidate. The University has the expectation that, with an appropriately scoped project and consistent effort, scholarship holders will complete their work and submit theses for examination within this time frame. In accepting the scholarship, the scholarship holder undertakes to work towards this goal. The UTSP scholarship is not transferrable to another institution.

1. ELIGIBILITY

1.1 To be eligible for a UTSP, a student must:

- (a) be an overseas student as defined in *the Higher Education Support Act 2003*; and
- (b) be a holder of an international student visa, meeting requirements as specified by the Department of Immigration and Multicultural Affairs (*DIMA*), including the requirement to purchase and maintain a standard Overseas Student Health Cover policy approved by the Commonwealth Government Department of Health and Ageing; and
- (c) have completed a Bachelor Degree with First Class Honours, or be regarded by the University as having an equivalent level of attainment in accordance with clause (d); and
- (d) where applicants do not hold a Bachelor degree with First Class Honours in clause (c) above, the University may determine that the applicant has demonstrated an equivalent level of academic attainment. In determining an equivalent level of academic attainment, the University may consider previous study, relevant work experience, research publications, referees' reports and other research experience; and
- (e) be undertaking a higher degree by research (HDR) at the University in the year of the UTSP (UTSPs are not available to applicants whose enrolment into a postgraduate research program has not been accepted by the University); and
- (f) be commencing full time enrolment for the first time in a higher degree by research (**HDR**) at the University. The University may also consider students who:
 - i. commenced their HDR in the previous year but who, due to the timing of their application and subsequent enrolment, were unable to apply for the scholarship in that year; or
 - ii. commenced a HDR and terminated that enrolment within six months of commencement; and
 - iii. are nominated by their Faculty/Institute for strategic reasons related to their research project; and
- (g) not have completed a degree at the same or higher level as the proposed candidature; and

- (h) must not previously have held an Australian Government-funded postgraduate research scholarship unless it was terminated within six months of the scholarship's payments commencing; and
- (i) must not be receiving an equivalent award, scholarship or salary providing a benefit greater than 75% of the *UTSP* stipend rate to undertake the *HDR*. Income earned from sources unrelated to the course of study is not subject to the 75% rule.

2. SELECTION POLICY

The *UTSP* is awarded in accordance with the eligibility requirements outlined in paragraph 1 and on a competitive basis using the respective Faculty/Institute's scoring system based on:

- academic merit of the applicant; and
- research and other relevant experience of the applicant; and
- publications record of the applicant; and
- relevance of the proposed research to the University's research strengths.

3. VALUE OF SCHOLARSHIP

The value of the *UTSP* stipend shall be equal to the value of an Australian Government Research Training Program Scholarship (RTP Stipend) offered by the Australian Department of Education; unless stated in the offer letter above.

The typical annual stipends for 2018 are:

- (a) \$27,082 (currently tax-free) for full-time study mode; and
- (b) \$13,541 (currently taxable) for part-time study mode.

The typical *UTSP* stipend rates may be indexed annually from the 1st of January every year.

This stipend is paid in equal fortnightly instalments to the student bank account. Under current legislation stipends to full-time students are free of income tax.

4. TENURE CONDITIONS

4.1 Acceptance

Awardees should indicate the acceptance of their scholarship by the prescribed deadline in their offer letters; otherwise, the University may withdraw the scholarship if the awardee does not respond by the prescribed date.

4.2 Commencement

4.2.1 Newly commencing students must enrol and commence their scholarship between 1 January and 31 March of the year for which the offer is made, unless the offer of scholarship is made after 31 March. The University may grant delayed commencement of the scholarship to the following session of the same year where, due to significant prior commitments or exceptional circumstances, an awardee is not able to commence by the offered session.

4.2.2 Currently enrolled students may commence their scholarship from 1st January.

4.2.3 The scholarship cannot be deferred to a later year.

4.3 Duration

4.3.1 A full-time UTSP may be held for three years for doctoral studies and two years for a masters by research studies.

4.3.2 The maximum UTSP tenure will be reduced by any periods of study undertaken:

- (a) towards the degree prior to commencement of the UTSP; and/or
- (b) towards the degree during suspension of the UTSP (unless the study was taken overseas as part of a Commonwealth Government financially supported international postgraduate research scholarship or award (see paragraph 1(i)); and/or
- (c) previously while receiving an Australian Postgraduate Coursework Award

4.3.3 The maximum tenure for a UTSP may be reduced where the UTSP is awarded in conjunction with a joint degree, to match the period of study at UTS.

4.3.4 The duration of a UTSP will be increased by any periods of paid sick or maternity leave approved by the University (see paragraph 6)

4.4 Extension

4.4.1 The University may consider extending the duration of a UTSP for a doctoral student of up to six months provided the student is making satisfactory progress and the grounds for the extension relate to the study and are beyond the control of the student. The circumstances affecting the research should also be evident in the student's review of progress.

Applications for extension must be supported by the principal supervisor and be endorsed by the Faculty/Institute. Extensions will be subject to approval by the Dean of the Graduate Research School. The procedure for applying for an extension is available from the UTS intranet (Staff Connect) after the student is enrolled: <https://staff.uts.edu.au/howdoi/Pages/Researching/Research%20students/Research%20scholarships/apply-for-scholarship-extension.aspx>

4.4.2 Extensions to the duration of an UTSP on the grounds of employment commitments will not be accepted.

4.4.3 UTSP scholarships held by masters students cannot be extended.

5 ONGOING ELIGIBILITY

5.1 The University monitors UTSP holders' ongoing eligibility and progress to ensure that each student continues to meet eligibility requirements set out in paragraph 1 and maintain satisfactory progress. Except in special circumstances which the Graduate Research School Board of the Academic Board determines, throughout the tenure of the UTSP a student shall:

- (a) diligently pursue a course of study in the University as a candidate for the degree enrolled in; and
- (b) submit to the relevant Faculty each half year a report to enable review of progress in accordance with the guidelines approved by the Graduate Research School Board from time to time as per Section 11.13 of the UTS student and related rules found at <http://www.gsu.uts.edu.au/rules/11-13.html>
- (c) successfully complete the required candidature assessments as per Section 11.14 of the UTS student and related rules found at <http://www.gsu.uts.edu.au/rules/11-14.html> and
- (d) comply with the rules and regulations of the University concerning postgraduate students which can be found at: <http://www.gsu.uts.edu.au/rules/11-index.html>.

5.2 A UTSP holder must give at least twenty-one days notice of intention to relinquish the UTSP (e.g.: on discontinuation of studies).

6 LEAVE ENTITLEMENTS

6.1 UTSP holders are entitled to take up to twenty (20) working days' paid recreation leave and up to ten (10) days' paid sick leave for each year of their UTSP, pro rata basis. Up to 5 days of their paid sick leave may be used for family leave or family caring responsibilities. Leave for these purposes may be accrued but must be taken within the tenure of the UTSP. Leave periods for these purposes are not added to the tenure of the UTSP as students continue to be paid during the period of leave.

Application for recreation and standard sick leave (up to 10 days per year) is not required. However, UTSP holders are required to report the number of days of recreation and sick leave taken each session in their Review of Progress.

6.2 UTSP holders may apply to receive additional paid sick leave of up to a total of twelve (12) weeks during the duration of the UTSP for periods of illness where a student has insufficient sick leave entitlements available under paragraph 5.3.1 for which a medical certificate has been provided. This period of leave is added to the tenure of the UTSP.

6.3 Additional sick leave entitlements may also be used to cover family leave or family caring responsibilities after exhausting their recreation and sick leave entitlements.

6.4 UTSP holders who have completed twelve (12) months of their UTSP may apply for a maximum of twelve (12) weeks of paid maternity leave during the duration of the UTSP. This period of leave is added to the tenure of the UTSP. Unpaid maternity leave may be accessed through the suspension provision.

6.5 UTSP holders who are partners of women giving birth during the UTSP and who have completed twelve (12) months of their UTSP may apply for five (5) days of paid parenting leave at the time of the birth or adoption. This period of leave is added to the tenure of the UTSP. Unpaid parenting leave may be accessed through the suspension provision.

6.6 Periods of leave do not attract leave loading. Scholarship leave application forms for additional paid sick leave, maternity and parenting leave are downloadable from UTS intranet (Staff Connect). Completed forms must be submitted to GRS attached with relevant certified supporting documents.

7 THESIS ALLOWANCE

7.1 The University may pay a thesis allowance up to the maximum rate applicable at the time of submission of the thesis in addition to the annual stipend subject to the UTSP holder satisfying the conditions set out in paragraph 7(b). The allowance is a contribution to the cost of production of the thesis (e.g. printing, binding) and does not include costs such as the purchase of computer equipment or postage. The thesis allowances limit for 2018 are:

- a) up to \$420 for a masters by research thesis; and
- b) up to \$840 for a thesis.

7.2 The allowance must be claimed within one year of re/submission date of the thesis, or lodgement date and within two years of termination of the UTSP. The combined total of allowances for submission and re-submission cannot not exceed the approved maximum rate applicable at the time of submission of the thesis.

7.3 The application form for the thesis allowance is available from UTS intranet (Staff Connect). Original tax receipts with the supplier's ABN associated with the submission and re-submission of a thesis or the lodgement of the bound copies must be attached

8 SUSPENSION OF SCHOLARSHIP

8.1 After completion of the first six months of the Scholarship, the student may be granted up to twelve months (two sessions) suspension of his/her Scholarship with the permission of the University, subjected to conditions of student visa.

8.2 Periods of approved suspension will be added to the normal time for which the Scholarship may be held. Any periods of study undertaken towards the degree during suspension of the Scholarship will be deducted from the maximum period of tenure.

8.3 If the Scholarship holder remains enrolled while his/her scholarship is suspended, this period of enrolment will be deducted from the scholarship duration; that is, the duration of the scholarship will be reduced. It is therefore recommended that the Scholarship holder applies for a concurrent interruption of his/her candidature.

8.4 Note that if the Scholarship holder does not resume study at the conclusion of a period of suspension, or does not make arrangements to extend the period of suspension, the scholarship will be terminated.

8.5 If prior approval of a suspension of Scholarship is not obtained, the Scholarship holder will be deemed to be absent without permission and the Scholarship will terminate.

8.6 Leave of Absence Forms for scholarship holders are available from the UTS intranet (Staff Connect).

9 CONVERSION OF DEGREES

Students may convert from a masters by research to a doctoral degree or from a doctoral degree to a masters by research, and continue to receive their Scholarship.

The maximum duration of a converted Scholarship becomes that for the new research degree minus periods of study undertaken towards the related degree prior to the conversion.

10 PAID EMPLOYMENT

10.1 The following conditions apply if a UTSP holder wishes to undertake work other than work that is specified as a course requirement:

10.1.1 A UTSP holder with a student visa may undertake work unrelated to their course requirements consistent with the conditions of the student visa provided the UTSP holder obtains the approval of the Responsible Academic Officer (RAO) prior to undertaking such work. The RAO's decision will take the principal supervisor/s' recommendation into consideration. Details of paid employment or other activities, which temporarily interfere with the capacity to devote the required minimum hours per week to the research project, must be recorded in the student's review of progress.

10.1.2 The University may not approve an UTSP holder undertaking work unless it is satisfied that the work will not interfere with the UTSP holder's study programme. Research degree students are expected to devote a minimum of 35 hours per week for full-time study. Students engaging in other activities such as paid employment must not compromise the average weekly amount of time they devote to their research project. Scholarship holders must seek approval of the Responsible Academic Officer (RAO) in their Faculty or Institute prior to engaging in part-time work in excess of 8 hours per week.

10.2 Work commitments cannot be accepted as grounds for an extension of the duration of the UTSP.

11 SCHOLARSHIP OVERPAYMENT

A scholarship recipient is required to repay any scholarship overpayment within thirty calendar days of being requested to do so by the University. Scholarship overpayments are viewed as financial obligations by the University and failure to repay may result in sanctions being placed

on your candidature as per Section 4.4 of the Student and Related Rules at UTS. More information is available at <http://www.gsu.uts.edu.au/rules/4-4.html>

12 TERMINATION OF SCHOLARSHIP

- (a) The UTSP will be terminated if:
- (i) upon the submission of the thesis for examination; or
 - (ii) once the maximum duration of the *UTSP* has been reached; or
 - (iii) if the student ceases to meet the eligibility criteria; or
 - (iv) if the University determines that the course of study is not being carried out with competence and diligence in accordance with the offer of Scholarship; or
 - (v) if the University determines that the student is guilty of serious academic misconduct including, but not limited to, the provision of false or misleading information; or
 - (vi) if the student ceases to be enrolled as a full-time research student; or
 - (vii) if the student fails to maintain *Satisfactory Progress*
- (b) If the Scholarship is terminated, it cannot be re-activated unless the termination occurred in error, or on re-submission of the thesis. For thesis re-writes, the Scholarship may be re-activated until the thesis is finally submitted, to the maximum duration of the Scholarship.

13 PROVISION OF FALSE OR MISLEADING INFORMATION

If the University knows or has reason to believe that a student in receipt of an *UTSP* has provided false or misleading information to the University in relation to the Scholarship, the University will immediately re-assess the student's entitlement to the Scholarship.